



*Lisa Wottrich, Chair | Manilyn Matau, Treasurer | Kari Vandergust, Secretary  
Theresa Caban, Chair-Elect | Vanessa Azevedo, Treasurer-Elect | Carrie Chesbro, Secretary-Elect*

**Annual Meeting 63**  
**Region VI Business Meeting Agenda**  
**September 1, 2021**

**8-9:15 am Hawaii | 9-10:15 am Alaska | 11am-12:15 pm Pacific**

**Welcome/Call to Order – Lisa**

- 11:03 am call to order
- Hello to Rosie Madnick, NCURA President and Region VI member
  - Rosie thanked everyone in person and in the virtual world for continued support. Her presidency is not about her but about everyone who contributed to the journey in the region. Grateful for opportunity to serve the membership and Region VI.
- Today's agenda was read by Lisa

**Secretary Report – Kari Vandergust**

- Approval of the Meeting Minutes
- Motion to accept by Theresa Caban, second by Amanda Snyder
- Voted via online poll and in person: accepted

**Treasurer Report – Manilyn Matau**

- Financial Report through 9/30/2020 or 10/30/2020
- Report shared in chat for virtual attendees
- The region is on target to have a surplus at the end of 2021.
- Early bird for regional meeting closes next Friday, September 10<sup>th</sup>. Early bird registration for NCURA members is just \$65.
- Motion to accept by Sam Aleshire, second by Carrie Chesbro
- Vote via online poll and in person: accepted

**Chair Report – Lisa Wottrich**

- Regional Meeting (RM) 2021: In past Region 6 (R6) has partnered with Region 7 (R7) and we were approached by Region 2 (R2) to join us in our regional meeting this year for a Super Regional Meeting. This is a good opportunity to work with folks we don't normally work with. Regional meetings are a little smaller and offer opportunity for more 1:1 conversations with presenters and a little more hands on experience. The RM is extremely affordable and all virtual in 2021. The meeting will be spanning a number of time zones to cover all participating regions. The meeting will be held October 19-21, 2021.
- R6 has been working with F7 for years and thought good idea to put together an MOU to lay out how we're going to work together moving forward. The MOU will be posted on the website shortly for anyone who wants to see it.

- The regional DEI Initiative has started. There is a group of wonderful folks who've stepped up for our region. The first meeting will be in the coming weeks. If anybody is interested in this or other committees, reach out to folks listed on the volunteer section of the website (<https://www.ncuraregionvi.org/2021officerscommittees>). We want to hear from everyone across our region.
- Feel free to email or call Lisa with any questions.

#### **Chair-Elect Report – Theresa Caban**

- RM program committee has worked so hard to get the program off the ground. Everyone will be pleasantly surprised with volume and breadth of content.
- Site Selection Committee – The committee is providing documentation such as templates for future committee members. This will help future folks so it's clear what's needed.
- There is currently a survey open to the region to get feedback about what people's expectations are for RMs, how they'd like to see it, where they'd like to see it, etc. The committee wants your input and wants you to be part of that process. This is a way to ensure the committee can make the meetings the best they can be and try to meet your desires. Please respond to survey (which can be accessed [here](#)). If you have other remarks outside of the data gathered in the survey, send them to Theresa so they can be part of the process. The committee wants everyone to be included.
- Register for RM 2021! We look forward to seeing you there.

#### **Regional Committee Chair Reports**

- Awards & Recognition Committee – Cara Winnewisser
  - It's been slow going with awards this year. Travel is a little off for many people this year. There was one award recipient for FRA/PRA in 2021. There were no applications for the Annual Meeting happening now. The call for applications for RM is going out on Tuesday. The RM is very affordable, but the travel award will make it that much easier to go. Please encourage people to apply.
- Education & Professional Development Committee – Amanda Snyder
  - Thank you to the committee members for their work. The committee's focus has mainly been on LeadMe this year. There's a great cohort of mentees this year. The committee is in discussions about virtual workshops they'd like to put on, but need to have more discussion about the format and will need to get approval for those.
  - At the end of September there will be a celebration for Research Administrator's Day. Keep an eye out for details. The celebration will likely be over the lunch hour pacific time and will be a get together with talks and be a time to have fun and appreciate each other.
  - LeadMe Program – Nancy Lewis
    - LeadMe has been strong this year with a great cohort of 7 mentees. They're nearing the end of program and are currently in the professional development cycle with presentations curated by Derick Jones. Please attend the LeadMe graduation at the RM, date/time tbd. There will be great presentations this year.
    - There will be a call out for next year's cohort. If you know of people on your campus or if you are interested in being mentee, reach out to Nancy or Amanda. They want a good strong cohort next year, as they've have had in the past.
    - If you are interested in being a MINT or mentor, contact Nancy too. There is always a need for MINTS and mentors from R6 and R7.
- Marketing & Communications – Kevin Stewart
  - Lisa, on behalf of Kevin: The committee is working on standardizing messaging across the membership. They're working towards a more cohesive regional message. The committee is documenting what we do and creating a calendar for activities that we do every year, but an incoming officer may not be fully aware of, with the goal of keeping everyone on track. The committee is led by Kevin Stewart.

- Volunteer Coordinator – Mich Pane
  - Lisa on behalf of Mich: Watch for RM call for volunteers for zoom room monitors and other opportunities. There will be more typical volunteer opportunities available once we get back to a more in person environment.
- Nomination & Elections Committee – Csilla Csaplár
  - Nancy on behalf of Csilla: Thank you to everyone who participated in regional election process. There was a strong slate this year. Congratulations to new Chair-elect for 2022, Jen Cory from Stanford University, Secretary-elect, Zach Gill from Oregon State University and RAC At-Large Member, Cara Winnewisser from University of California, Santa Barbara. Everyone is encouraged to participate in running for office.

### **National Committee Member Reports**

- Board of Directors – Nancy Lewis
  - The Board has been very busy this year and had a great all-day meeting on Sunday. Here are the activities the Boards been working on:
  - The Board renamed the Outstanding Achievement in Research Administration award the Robert Andresen Outstanding Achievement in Research Administration award. Bob's been a great mentor to all of us.
  - EMERGE Program – The pilot phase of the new EMERGE Program has been approved by the Board. EMERGE stands for Empowering Members by Engaging Resources and Growing Excellence. There will be a call for applications out shortly. It will be a self-nomination process with a two-page personal statement (which will be very heavily weighted in the decision process). Decisions made in October. The call for applications should be out next week. There will be 15-20 members in a cohort. The program will run January through June 2022 and will consist of 6 two hour sessions.
  - NCURA Remote Work Survey – The results of the survey are out. You may reach out to regional leadership to get a copy of the results. Rosie added it is on [NCURA website](#) and in the Chronicle of Higher Education, for those who have access to it. 1600 members responded to the survey.
  - The 2022 FRA/PRA is expected to be in person in New Orleans. The FRA will be March 14-15 and the PRA will be March 17-18. March 16<sup>th</sup> is workshop day.
  - National Election: The new officers are: Vice President/President-Elect: Bryony Wakefield from University of Melbourne, Secretary: Robyn Remotigue from University of North Texas Health Science Center at Fort Worth, Treasurer-Elect: Timothy Schailey from Thomas Jefferson University, At-Large Members, Board of Directors: Tolise Dailey from Johns Hopkins University and Hollie Schreiber from Oklahoma State University. They'll lead in 2022.
  - Select Committee on Diversity, Equity, and Inclusion: The committee started effective April 2021. Marianne Woods is the chair and Derick Jones is the vice chair. Look at the committee's column in the next NCURA Magazine. The committee's next meeting will be in October.
- Select Committee on Diversity, Equity, and Inclusion – Derick Jones
  - Lisa: Congratulations to Derick on the Distinguished Service Award!
  - DEI became select committee at the national level in April 2021. The committee is putting on amazing webinars this year. The next webinar will be on Sept 9<sup>th</sup>. The topic is "Disability & Isms: Racism, Sexism, and Ageism." The speakers will be: Tre'Shawn Hall-Baker from Santa Monica College, Samantha Westcott from California Institute of Technology, Jamie Caldwell from University of Missouri - Columbia, School of Medicine and Jared Karol, Founder of JaredKarol.com. Derick Jones is curating. Please register for these webinars. The next one will be in November on the topic of allyship. The webinars are available afterwards on YouTube. Please feel free to share the webinars with staff and use them as training tools. A few committee members will roll off this year. There will

be an announcement coming out in October, so if you want to fill the space, contact Derick and he will give you more information.

- The committee is working to set guidelines for regional committees in order to support national DEI initiatives. The committee should have something by end of September for regional committees to roll out. Derick worked with Lisa to identify people to participate at regional level. Lisa has been a tremendous ally and support.

If we get updates from the remaining folks listed below, we'll pass them on in writing.

- Nominating & Leadership Development Committee – Sam Westcott
- Professional Development Committee – Nicole Joyce
- Financial Management Committee – Raquel Rodriguez
- Select Committee on Global Affairs – Katherine Ho
- Select Committee - Educational Scholarship Fund – Olive Giovannetti

### **Old Business**

There is no old business that hasn't already been addressed in officer/committee reports.

### **New Business**

None. Email or call anyone on the RAC or on the regional committees if that changes. If there's something you think we should be addressing, let us know.

### **Announcements**

Register for Super Regional Meeting in 2021!

Thank you to Lisa for her leadership!

### **Adjourn**

11:41 pm